



## Residential Child Care Licensing Advisory Committee Meeting

11 July, 2019

9:00 am – 11:00 am

Highland Plaza Building, 3760 S Highland Drive, SLC,  
Auditorium

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### AGENDA

#### Welcome – Dale Smith, Chair

- Minutes approved via email
- Committee vacancies

#### Assignments

Simon Bolivar:

- By-Laws reviewed by lawyer.
- Interpretation manual update.
- Will ask for legal advice on providing committee members a document with instructions on how to proceed in different types of situations when feeling unsafe, threatened, and harassed.
- Search about if providers are required to have a certain type of vehicle insurance for transporting children and if parents need to be notified.

#### New Business

- Chair and Vice chair election
- Interpretation manual update
- New provider login
- Fingerprint hard copies charge
- Face-to-face training language proposed rule change
- Attendance records requirements during inspections
- Explanation of the background check process
- Explanation of the variance for ratios when employees leave unexpectedly
- Explanation of the process for checking the number of children present during an inspection
- Explanation of the importance of the supervision rules, particularly during the summer
- Committee member comments and recommendations

#### Public Comments

#### Agency and Committee Reports

- Child Care Licensing
- Office of Child Care
- Utah Afterschool Network

#### Upcoming 2019 Meetings:

**September 12, November 14.**

9:00 am – 11:00 am, Highland Plaza Building, 3760 S Highland Drive, SLC, Auditorium

Anyone with a disability requiring accommodations to attend or fully participate in this program should contact Jacqueline Macias at 801-273-2904 or via email at [jmacias@utah.gov](mailto:jmacias@utah.gov) to request reasonable accommodations.